**OFFICE OF THE
DIRECTOR**

March 3, 2006

Dear Colleague:

We are initiating a national search for the National Science Foundation's Assistant Director for Computer and Information Science and Engineering (CISE), and seek your assistance in the identification of candidates. Dr. Peter Freeman will be completing his assignment as Assistant Director. We appreciate Dr. Freeman's service, and are grateful for his leadership to the National Science Foundation.

The Assistant Director, CISE, manages a Directorate comprised of three divisions: Computing and Communication Foundations; Information and Intelligent Systems; and Computer and Network Systems. The CISE directorate is also a major contributor to NSF's Cyberinfrastructure investments. Enclosed is an information sheet that summarizes the Directorate's activities and the responsibilities of the position, together with the criteria that will be used in the search. Employment may be on a temporary or permanent basis in the Federal Service or by temporary assignment under provisions of the Intergovernmental Personnel Act.

We are very pleased to announce that Dr. Susan L. Graham, Pehong Chen Distinguished Professor at the University of California at Berkeley, has agreed to head the Screening Committee. Both we and the Committee seek your help in identifying candidates with the following qualifications: outstanding leadership; a deep sense of scholarship; a grasp of the issues facing the computer and information sciences in education and research; skill in cultivating partnerships and collaborations across disciplinary and other boundaries; and the ability to serve effectively as a key member of the NSF management team. We are especially interested in identifying women, members of minority groups, and persons with disabilities for consideration. Recommendations of individuals from any sector -- academic, industry, or government -- are welcome.

Please send your recommendations, including any supporting information which you might be able to provide, to the AD/CISE Screening Committee via e-mail (cisesrch@nsf.gov) or at the following address: National Science Foundation, Office of the Director, Suite 1205, 4201 Wilson Boulevard, Arlington, VA 22230. We would appreciate receiving your recommendations by March 31, 2006.

Your assistance in this very important task is appreciated.

Arden L. Bement, Jr.   Kathie L. Olsen
Director   Deputy Director

Enclosures

Screening Committee Review Criteria
for Assistant Director for Computer and Information
Science and Engineering (CISE), NSF

We are seeking demonstrated evidence of:

Strategic Vision

- Working knowledge of the major current intellectual challenges and opportunities in computer and information science and engineering.

- Ability to think strategically and formulate integrated plans for education and research activities in the computing disciplines, at their interfaces, and across the boundaries with other disciplines.

Leadership, Direction, and Representation

- Ability to serve effectively as a member of NSF's senior management team, helping to develop consensus both within the CISE directorate and across the agency on agency policy and plans.

- Ability to plan, prioritize, and coordinate interagency and international research and education programs and to effect government-industry-university partnerships.

- Ability to manage an organization consisting of approximately 89 scientific and administrative professionals.

- Ability to communicate NSF policy and strategic plans to the external community, including the public, the Congress, industry, and colleagues in other disciplines.

Credibility within Research and Education Community

- Demonstrated commitment to scholarship, significant contributions to CISE.

- Broad understanding of universities and other institutions where computing research and education is conducted.

- Familiarity with the existing U.S. and international infrastructure that supports research and education in computing.

- High level of professional recognition in the computing community as evidenced by positions held, publications, inventions, and/or professional awards

Commitment

- Commitment to the strategic goals of the NSF Strategic Plan and to the strategies for achieving these goals through developing intellectual capital, integrating research and education, and promoting partnerships and an ability to conceptualize the role of CISE in achieving those goals.

- Commitment to the appointment and development of a highly qualified staff that reflects the diversity of our nation and to the equitable representation of underrepresented groups and institutions on advisory committees, in workshops, and proposal review panels.

- Commitment to equitable representation of underrepresented groups in the national computing enterprise.

The National Science Foundation
Directorate for Computer and Information Science and Engineering

The **National Science Foundation** (NSF) is an independent agency of the United States Government. Its vision is to enable the nation's future through discovery, learning and innovation. In pursuit of this vision, NSF invests in (1) IDEAS to enable discovery across the frontier of science and engineering, connected to learning, innovation and service to society; (2) TOOLS to provide broadly widely accessible, state-of-the-art science and engineering facilities, tools and other infrastructure; (3) PEOPLE to develop a diverse, internationally competitive and globally-engaged workforce of scientists, engineers and well-prepared citizens; and (4) ORGANIZATIONAL EXCELLENCE to operate an agile, innovative organization that fulfills its mission through leadership in state-of-the-art business practices. All of these goals work together in concert. The Foundation seeks to realize these goals through three integrative core strategies: developing intellectual capital; integrating research and education; and promoting partnerships among institutions involved in science and engineering research and education.

The **Directorate for Computer and Information Science and Engineering** (CISE) is one of seven NSF directorates and is organized into three divisions: Computing and Communications Foundations, Computer and Network Systems, and Information and Intelligent Systems. The directorate employs approximately 89 staff members and administers a budget of approximately $500 Million (FY 2006). The CISE portfolio is inherently multidisciplinary as a result of the expanding scope and impact of computing across science and engineering and in all sectors of society.

The **Assistant Director for Computer and Information Science and Engineering** serves as a key member of NSF's senior policy team and provides leadership and direction to CISE Directorate programs and initiatives. The incumbent is responsible for planning and implementing programs, priorities, and policy within the framework of statutory and National Science Board authority. He or she must have outstanding leadership abilities; a demonstrated commitment to scholarship; a grasp of the issues and opportunities facing the computing communities; and a commitment to the goals and strategies of the National Science Foundation.